

**BOROUGH OF MENDHAM**  
MORRIS COUNTY, NEW JERSEY

**RESOLUTION #053-2025**

**RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO J. CALDWELL & ASSOCIATES, LLC TO PREPARE A HIGHLANDS PLANNING AREA INITIAL ASSESSMENT REPORT AND HIGHLANDS CENTER DESIGNATION REVIEW**

**WHEREAS**, the Borough of Mendham has a need for the Borough Planner to prepare a Highlands Planning Area Initial Assessment Report to analyze the pros and cons of the Borough obtaining Planning Area conformance with the Highlands; and

**WHEREAS**, the Borough wishes to authorize Borough Planner J. Caldwell & Associates, LLC to prepare the Report in accordance with its proposal dated February 21, 2025, in an amount not to exceed \$18,000; and

**WHEREAS**, the Borough's Chief Financial Officer has certified that sufficient funds are available for this purpose; and

**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., requires that the resolution authorizing the award of a contract for professional services without competitive bidding, and the contract itself, be available for public inspection.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Borough Council of the Borough of Mendham, in the County of Morris and State of New Jersey, as follows:

1. The Borough hereby authorizes the Mayor and Borough Clerk to execute an agreement with J. Caldwell & Associates, LLC to prepare Highlands Planning Area Initial Assessment Report in an amount not to exceed \$18,000, in accordance with its proposal dated February 21, 2025, attached hereto.
2. The contract is awarded without competitive bidding as a professional services contract in accordance with the provisions of the Local Public Contracts Law because said services are performed by a person licensed under law to practice a recognized profession.
3. The total fee authorized for this contract shall not exceed \$18,000 without the prior written approval of the Borough Council.
4. Notice of this action shall be published once in the Borough's official newspaper as required by law.

5. A copy of this resolution shall be provided to the Borough's Chief Financial Officer and to J. Caldwell & Associates, LLC for their information and guidance.

This resolution shall take effect immediately.

Dated: February 24, 2025

ATTEST

BOROUGH OF MENDHAM

---

Lauren McBride, Acting Borough Clerk

---

James Kelly, Mayor